

MEMORANDUM FOR: Chief, Management Staff

SUBJECT : Review of Machine Records Division Reports

REFERENCE : Memo dtd 12 April 1957 from Chief, Management Staff, to DD/S re Increase in Compt T/O and Ceiling for Machine Records Division

1. In approving the recommendation contained in the above referenced memorandum, the DD/S made the following comment:

"I do not believe that there are three hundred different essential reports made each month. Comptroller should look into this and bring about a reduction."

2. I have discussed this matter with Chief of Machine Records Division who claims that all of the "so called" reports are essential. However, I believe that the calling of these listings and tabulations as reports is a misnomer.

3. It will be greatly appreciated if you will have your experts look into this matter and advise me of their opinion.

E. R. SAUNDERS
Comptroller

Distribution:

0 & 1 - Addressee
✓ 1 - DD/S
1 - Compt

ERS:bmh

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